

August 19, 2026

To: CRFPD Board
From Heidi Hagler, Chair
cc: Chief Ben Janes, Deputy Chief Kevin Fulsher
Re: Proposal for Services at Fire Station #6

Sorry for the last-minute info for your review for tonight's meeting.

You'll recall that in the context of the Board's approval of the G2 Phoenix alerting system we discussed the need for a project manager for the installation. This work is unique and it would not be appropriate for Board members to manage it. Chief Janes put us in touch with Bob Fenner, who managed the installation process in the City stations. As part of that discussion the Board wanted to ask Mr. Fenner if he would also consider managing the Station 6 maintenance in the same manner that he does for the other stations. Like the other stations, Station 6 is considered critical infrastructure, and it is over 20 years old. Having a proactive approach to maintenance by partnering with a qualified contractor seems appropriate to consider. I note we already are aware of another project in our future (also on the agenda), which is updating the apparatus bay to accommodate the new tender and other City tenders.

Below is a memo from Mr. Fenner, following up on his meeting with Chief Janes, Deputy Chief Fulsher and me. The building plans he references are detailed spreadsheets that he has put together for the City stations; they take the Station Maintenance-type items plus other maintenance issues with less regular replacement schedules (think roofs, parking lot sealing, etc.) and pushes them through a multi-year plan. It is similar to what the Board has done in the past for apparatus replacement and would be a perfect fit for the Board's current approach with the projection and apparatus replacement spreadsheets.

I asked some follow up questions; they are shown below with Mr. Fenner's responses.

My question for the Board: shall we pursue a contract with Mr. Fenner to conduct this specialized work on our behalf? If so, does the Board want to

appoint two Board members to work toward completing a contract with Mr. Fenner for future review by the Board?

Heidi

Questions posed and Mr. Fenner's responses (in red):

Would the plan be to use this template as a starting point and customize it for use by Station 6 (e.g. Station 6 doesn't have an elevator and being on a well/septic requires regular water testing/septic service)? **The template would be created to encompass all the items pertaining to Fire Station #6. I would be starting over with a clean sheet except items that match Fire Station #1. I will do a 5 year look back regarding special and CIP projects completed, what year and costing. As well as what your plan has in place. As you know, each item has an estimated life span based on usage and material type.**

As to the projects themselves, would your role be to manage those on the Board's behalf after getting Board approval of the budget? In other words, what would your process be? **Yes, I would be involved in developing the scope of work, solicitation for work to be performed, inspections representing the Board, tracking of billing, scheduling of work with the contractor and in-house staff, and assist with the contract.**

You mentioned observing some issues during your station tour (a glue-lam issue and problem on the backside of the pump house). We appreciate that! Would these types of proactive walkabouts be something you'd do from time to time? **I would be an overall initial walk around to get a more understanding (condition assessment), annual building evaluation prior to the updating of the maintenance plan, two years look at the plan to see if some items could be pushed out and move any items that are failing faster than anticipated. Once the review is completed, I will meet with you and or the board to discuss the plan. The board will be the person or persons approving it for budget purposes. When I am out there, I am always looking at the entire site. That's who I am when I am committed to the program. If there would be projects to complete, I would guess at least 4 times a year. I will really depend how far in the weeds the board would like me to manage. We can discuss this further if we can work together in the future.**

In our meeting you said you'd be charging by the hour, which makes sense to me since some periods of time would be much busier than others. That hourly rate is

something the Board will need to approve, and I think for the larger projects (e.g. G2 Phoenix installation) the Board will need to approve an estimate. I agree the board will need to those types of projects. Maybe we could come up with a dollar amount their approval wouldn't be required similar to the City's process. We can discuss this in more detail.

On Aug 13, 2026, at 7:37 PM, ROBERT FENNER <fennerfam05@comcast.net> wrote:

To: Heidi Hagler, CRFD, Fire Station #6 Board Representative
Ben Janes, City of Corvallis Fire Department, Fire Chief
Kevin Fulsher, City of Corvallis Fire Department, Assistant Fire Chief

From: Bob Fenner, Retired City of Corvallis, Public Works Facilities Supervisor,
Previous Corvallis Fire Department Project Management Representative for Fire
Stations #2 and #3 Renovations Project

Heidi,
It was nice to meet you and discuss your needs regarding Fire Station #6 Special projects, Capitol projects, routine maintenance and long range building maintenance plans. I sent you copies of two building plans for your review. The plans are very detailed due to my experience in maintaining buildings for the City of Corvallis including Fire Stations for a number of years.

My background includes building construction all phases, estimating, project management, facility planning, seismic upgrades, HVAC, emergency power, sustainability efforts, lighting upgrades, budgeting and meeting with council members to collaborate efforts prioritizing projects based on life safety, protecting the asset and minimizing costly failures.

Since I am retired this would be a part time effort to assist the CRFD Board and Chief Ben Janes. I would be providing my expertise at an hourly wage of \$80.00 per hour. As for the logistics, I will be having a discussion with Chief Ben Janes and Chief Fulsher to see if I can continue to use office space including computer access at Fire Station #1 part time and Fire Station #6.

Let me know if you have any questions, references, etc.
Thank you,
Bob Fenner
541-760-7608